CATALOGING POLICY AND SUPPORT OFFICE
ANNUAL REPORT
FY 2008
(October 1, 2007 - September 30, 2008)

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Barbara B. Tillett, Chief
CPSO

November 10, 2008

CPSO ANNUAL REPORT, FY 2008

INTRODUCTION

The Cataloging Policy and Support Office's mission is to provide leadership in the creation and implementation of cataloging policy within the Library of Congress and in the national and international library community; to support the effectiveness of the cataloging staff at the Library of Congress through guidance, advice on cataloging policy, and maintenance of bibliographic, authority, and classification records; and to develop and support national and international standards for structure and content of bibliographic, authority, holdings, item, and classification records through cooperative endeavors.

THE YEAR'S HIGHLIGHTS

Statistical highlights

Bibliographic headings changed (through 10-10-08) FY08		586,584
DBIU	486,000	
PreMARC/QCFM teams	23,432	
Policy team	77,152	
CPSO email account messages/queries received		10,757
Weekly average	207	
Electronic notices of changes to cataloging policy and workflows (messages/postings)		62

See Appendix II for additional statistics.

International Outreach

With the mission of leadership in international cataloging policy, CPSO continued work towards the vision for international agreement on cataloging principles, underlying conceptual models, and cataloging rules. This vision places the user first and focuses attention on meeting fundamental user tasks: to find, identify, select, and obtain information. CPSO continued its impact on cataloging worldwide.

IFLA. Within the International Federation of Library Associations and Institutions (IFLA), CPSO helped lead the Cataloguing Section's Standing Committee (with LC's elected representative, Judy Kuhagen, as past-chair) and the Classification & Indexing Section's Standing Committee (with LC's elected representative, Barbara Tillett, as past secretary and past chair of Division IV: Bibliographic Control) – both continuing to advise the current chairs and actively contributing to the work of those groups. Barbara Tillett and Ana Cristán successfully completed the major effort to edit the proceedings from the fifth and final IFLA Meeting of Experts on an International Cataloguing Code (IME ICC). As a result, the volume (in English, French, and Portuguese) was published and presented at the IFLA Conference in Québec in August 2008. Other IFLA contributions included furthering the work on the FRBR Review Group (updating the text related to "expressions"), the FRBR Aggregates Working Group (providing examples and clarification of the scope), *Functional Requirements for Authority Data* (Barbara contributed several chapters and revised text following worldwide review), *Names of Persons* (Judy Kuhagen took on the editorship to update this publication), Multilingual *Dictionary of Cataloging Terminology* (Barbara Tillett is the lead person to develop this IFLA web tool), and the International Cataloging Principles (conducting the worldwide review and analysis of resulting comments). Regarding the Principles, the IME ICC Planning Committee, chaired by Barbara Tillett, completed its analysis of the comments from the worldwide review (compiled by Ana Cristán), and the subsequent adjustment to the Principles and Glossary were sent out for a final comment from the IME ICC participants in September. The final set of Principles is expected to be published by the end of calendar 2008, updating the 1961 Paris Principles that served as the foundation for cataloguing codes used worldwide.

Virtual International Authority File (VIAF). Work continued on the Virtual International Authority File (VIAF), whose members in addition to LC are the Bibliothèque nationale de France, the Deutsche Nationalbibliothek, and OCLC. Barbara Tillett traveled to Paris for two days of business meetings at the Bibliothèque nationale in September. Ana Cristán and Larry Dixon (NDMSO) assisted Barbara in preparing for the meeting and reviewing test records throughout the year. The testing included discussions regarding Unicode implementation, and Ana Cristán corrected over 400 name headings that formerly had prevented the VIAF algorithm from matching equivalent headings. The VIAF principals conducted most of their work via email and conference calls, discussing future testing and the development of documentation for the project's governance. The partners met again following the IFLA conference in August 2008 at the Université de Laval. Barbara Tillett organized and chaired these meetings and calls. An effort is underway to expand participation to other countries, and toward that end Barbara drafted and coordinated the agreement among the VIAF principals of an application form and background document, as well as a letter of invitation that was sent out to 22 potential new partners.

Sweden. Continuing efforts to share news of the upcoming new cataloguing code, Judy

Kuhagen was an invited speaker at the Swedish Library Association Cataloguing Committee's annual conference in November 2007 regarding *RDA: Resource Description and Access.* She also gave a 1–day training workshop on uniform titles at the Swedish national (royal) library.

Spanish-Speaking Countries. Continuing a special outreach to the Spanish-speaking countries of the world, Ana Cristán participated in a Cataloger's Learning Workshop (CLW) in Spanish on metadata presented at the Universidad Nacional Autónoma de México's Centro Universitario de Información y Bibliotecólogia (UNAM-CUIB). CUIB, the school of library and information science, is preparing to translate the CLWs and package them for use by library schools in Mexico and Latin America and as continuing education for professionals. It is anticipated that a link to these workshops in Spanish will be made from the CLW Web site, so that those interested can easily access the translated courses.

In August, Ana gave a 1-day NACO workshop at the National Library of Mexico.

In November, Ana and Barbara Tillett spoke at the III Encuentro Internacional de Catalogadores in Buenos Aires, Argentina at the Biblioteca Nacional. This was the third in a series on international cataloging conferences for the Latin American and Caribbean countries that followed on the recommendations from the IFLA Meeting of International Cataloguing Experts on an International Cataloguing Code (IME ICC2). Attending were approximately 300 delegates from 10 countries. Ana's presentation was on the charge and work of the ALCTS RDA Implementation Task Force, raising awareness of the need to begin to form groups within the Latin American library community to ready themselves for the transition to a new cataloging standard, to identify translators for a Spanish edition of the new code and related training materials, and to identify local trainers. Barbara spoke about the IFLA initiatives of IME ICC towards new cataloging principles and the influence of the IFLA conceptual models (FRBR, FRAD) on current work on two new cataloging codes. Ana and Barbara each also gave half-day workshops. Ana's first workshop, on the basics of the conceptual model, *Functional Requirements for Bibliographic Records* (FRBR) and its relationship to *RDA: Resource Description and Access,* was conducted on video, arranged through the US Embassy in Buenos Aires and broadcast to 45 librarians and library science students in Cordoba, Argentina; Lima, Peru; and Montevideo, Uruguay. Ana additionally did a 3-hour workshop at the Biblioteca Nacional for 25-30 catalogers covering AACR2, chapters 22-26 (headings) and the MARC 21 Format for Authority Data, using documentation from the Program for Cooperative Cataloging to create name authority data for the NACO program. Barbara did a 3-hour workshop with those catalogers on *FRBR.*

LCSH Research. During this past year, a prototype of LCSH in SKOS (Simple Knowledge Organization System) was made available on the Web (thanks to Ed Summers of OSI working in collaboration with CPSO and CDS), and work began to

make this service a production system through CDS, freely available to the world. The value of LCSH to resource discovery is now recognized well outside the library community, notably in the Semantic Web community worldwide. This year there were published reports and conference presentations on the LCSH SKOS project by LC staff outside CPSO covering last year's pilot project. Additionally, the chief and assistant chief obtained permission for outside researchers to have access to the LCSH master file, so they could do further research that should lead to conversion algorithms for SKOS and to potential projects for Web applications of LCSH.

Internationally the *Library of Congress Subject Headings* continue to be translated into many languages and used worldwide. Contacts were initiated to explore incorporation of the Spanish translations of *LCSH* from the National Library of Chile into our LC products. Those negotiations continue.

Barbara Tillett extended LC's congratulations to the Université de Laval on the publication of the "Guidelines for the Repetoire des vedettes materières" (RVM, based on LCSH), during the reception launching the publication in August in Québec City. This reflects a long-standing collaboration with LC sharing its expertise over several decades.

JSC and RDA. LC's representative to the Joint Steering Committee for Development of RDA is CPSO's chief, Barbara Tillett, assisted by Judy Kuhagen. Work continued on the content of the new cataloging code through several more draft chapters, as well as on appendices (led by Judy Kuhagen for abbreviations, capitalization, and initial articles; Dave Reser for relationship designators for "roles"; and Barbara Tillett for relationship designators for relationships from FRAD among persons, families, and corporate bodies). Geraldine Ostrove and Judy Kuhagen prepared a reworking of rules for music cataloging and followed up with meetings with representatives from the American Library Association, the Music Library Association, and Library and Archives Canada to reach agreement on problem areas from AACR2. Review of drafts included extensive discussions with catalogers throughout LC in addition to discussions among the descriptive cataloging policy specialists and through several conference calls with the Joint Steering Committee. Near the end of the fiscal year, Judy Kuhagen and Barbara Tillett provided proofreading of 5 of the initial chapters of RDA in response to a request from the RDA software developers, revealing concerns regarding the publisher's mapping and re-keying of the editor's drafts into the online product.

Activities on the National Scene

Cataloging standards used by the Library, including some created by CPSO staff, effectively serve as North American standards, so activities in CPSO can have a significant impact well beyond the Library itself. That impact is also reflected in the thousands of visits daily to the Library's Web site from users worldwide who search our

various catalogs and other means of bibliographic access. There were a number of CPSO activities this year directly related to the broad impact of the various means we offer of electronic exposure to the Library's holdings in multiple formats and in multiple languages and scripts. Some of the more notable of them are described here.

Incorporation of non-Latin scripts in catalog records and the LCC schedules. CPSO plays a major role in development, documentation, and incorporation of non-Latin scripts into catalog records and the Library of Congress classification schedules. At the end of FY2008, MARC 21 authority and bibliographic records contained data in Arabic, Chinese, Cyrillic, Greek, Hebrew, Japanese, Korean, and Hebrew scripts. Classification captions contained some Arabic, Chinese, Cyrillic, and Greek data.

Flickr Pilot. CPSO participated on a project team with staff from LS, OSI and the Librarian's office to engage the Web 2.0 community by mounting digitized photographs from the Prints & Photographs Division on the photo sharing site Flickr.

The Future of LCSH (Pre- vs. Post-Coordination of LCSH Report). Though approved last year, the report, which contains numerous recommendations, was slightly modified twice this year and posted on the ABA Web site. The chief also gave a presentation on the report in the *LC's Digital Future and You!* series as orientation for LC staff to new directions LCSH has begun to take and to explore. She gave a modified version of the presentation at the American Association of Law Libraries conference later in the year to share the recommendations and action items to improve the subject cataloging process and user experience.

Genre/form headings. After over a year of test projects the implementation of genre/form terms in LCSH, which is possible only with the creation of authority records for MARC 21 field tag 155, we received authorization from the Directorate to regard our work in this area as an official component of subject access, starting with terminology for moving images (film, video, television) and radio programs. CPSO also authorized selective acceptance of proposals through the SACO program, starting with two contributing libraries, Brigham Young University and the University of Washington, both of which have long experience in using bibliographic headings assigned the genre/form field tag, 655. We designated a subject policy specialist, Janis Young, to serve as coordinator of CPSO genre/form activities, and we continued to keep colleagues informed of our progress in the genre/form heading initiative not only with written information for distribution inside and outside the Library but also by public presentations at meetings of the American Library Association (OLAC CAPC, ALCTS CCS), the Music OCLC Users Group, and the Music Library Association, including also its Atlantic Chapter. Approximately 440 Genre/form subject authority records were in the LCSH master file at the end of FY08.

Also being planned was the implementation of genre/form tagging for musical works. There will be two initiatives: one for current cataloging and another that will be entirely

retrospective, involving the creation of genre/form authority records (tagged "155") based on existing LCSH terms. Existing terms include those for which there are authority records tagged "150" or valid headings in bibliographic records tagged "650". There are an estimated 16,000 headings in this combined group. Planning for the retrospective project continued in close collaboration with the Music Library Association (MLA), which together with CPSO will develop and manage the project. However, implementation of it will be carried out entirely by music catalogers outside the library selected by MLA.

New Search Capabilities. CPSO participated in the various efforts taking place within the Library to prepare for a new generation of search system to replace the obsolescent OPAC and to enable our online operations to resemble more closely those of the international Web community, expanding the focus beyond catalog applications that have been traditional to libraries.

Local Developments

Among the individual responsibilities of staff members is the responsibility to keep up to date with new ideas and new technology and to improve the various skills they employ in their work. In this regard, many attended classes, professional lectures, and other presentations offered by the Library that contribute to the continuing education of staff members.

CPSO staff served on a large number of Library groups – committees, task forces, review groups, etc. – that call on their expertise. A complete list appears in Appendix III. Below, are descriptions of a few such activities, selected for the scope and impact of the staff's work in this area.

ABA reorganization. As part of the ABA reorganization planning, the assistant chief headed the Space and Move Implementation Team, assisted by a full-time detailee to CPSO for several months, because cataloging divisions were reorganized and work locations changed for many staff. The CPSO chief lead the Acquisitions Issues Resolution Group (AIRG), charged to manage the migration of Voyager data and related clean-up projects, changes to system security profiles, and related training and orientations related to acquisitions issues and changes resulting from the ABA reorganization. AIRG kept managers and acquisitions staff aware of progress and engaged in the transition leading up to the preparations for the close of the fiscal year. Other CPSO staff served on the Training and Documentation Implementation Team.

Classification Editorial Team (CLED). The new online system for preparing proposals for new or changed classification numbers that uses Classification Web's Minaret software was implemented in November 2006. By November 2007 a file of approximately 900 proposals had been created. Upon review, it was discovered that

half of these were proposals from cooperating libraries submitted through the SACO program that had been unaware that it was necessary to inform the Cooperative Cataloging Team when a proposal was sent for processing. There were also some old proposals from LC catalogers who either had not completed the work or who stated they had sent the books and proposals to CPSO as required. Working closely with staff from the Cooperative Cataloging Team, CPSO was able to reduce the in-process file by more than half (to about 400 proposals) and to determine that a normal workload of in-process classification proposals is approximately 350 proposals at any given time. Thanks to the ability of the Minaret system to sort catalog records by date of original creation, CPSO staff began to check the in-process file every six months to retrieve and process proposals that had not been processed within a reasonable period.

Activities of CPSO Teams

Policy Team. The policy specialists' day-to-day work includes responding to worldwide queries received by the CPSO email account, received by telephone, and by mail; hosting visitors; and by carrying out individual responsibilities for documentation, standards maintenance, and problem resolution for bibliographic and authority data. In these tasks, their outreach is often global. At the same time, they have continued to make every effort to be available to LC staff to provide help with cataloging issues of all types, be that by announcing office hours when catalogers can simply walk in, by providing impromptu assistance through scheduled sessions with several people or even a single person, and by making it clear informally that they may be phoned or emailed directly by any LC staff who think they could be of assistance. The volume of their activities is reflected in the statistical summary to this report (Appendix II).

Subject Headings Editorial Team (SHED). The Library of Congress Subject Headings master database, all products derived from it, and the corresponding subject authority records in LC's local databases are maintained by the Subject Headings Editorial Team. At the end of the year the reduced team consisted of the team leader, one associate editor, one assistant editor, and an assistant.

Among the team's primary responsibilities is preparation of 51 tentative and approved weekly subject lists each year, where changes to current LCSH terms and proposals for new terms appear. With the able assistance of some members of the PreMARC/Quality Control and File Management Team, SHED managed to keep current with incoming proposals and to process approximately 9,500 proposals for new subject headings and 7,300 proposals to correct existing subject headings.

The team's work includes creation of validation records, a new category of authority record CPSO introduced last year. During the year, 24,000 validation records were created, all based on bibliographic headings that were built according to formulas and that can be assigned without the requirement that an authority record be made (a total

of 26,000 since the program began last year). It is now recognized that there are advantages for catalogers as well as end users to having authority records for those headings, so the records are being created retrospectively by means of this project. Validation records enable thousands of subject access points to enter the Voyager validation system, thereby saving catalogers' time and enabling certain end-user searches to retrieve a much higher number of hits.

That the validation record project could be undertaken at all is a benefit of skilled computer programming. Most validation records are created automatically, using batch programs written by David Williamson, automated operations officer in the Cataloging Directorate. David's programs identify subject headings in bibliographic records that are candidates for validation records. The criterion this year was that a subject heading string of terms be assigned to 25 or more bibliographic records. Some records for headings that qualify still must be created one at a time, a task performed by Allis Robinson. Validation records do not appear on Weekly Lists of new subject headings.

Owing to difficulties in transitioning from one printing contractor to another, it was decided that the annual edition of LCSH, "the red books," would not be produced in 2007. Instead, the edition to be published in 2009 will include new and updated authority records issued in 2007 and 2008, as well as all of the previously distributed subject authority records.

Anticipating the merger of the SHED, CLED, PreMARC/QCFM, and DBIU teams as the Data Integrity Section in the reorganization planned for October 1, 2008, the SHED team leader began to assign tasks to individuals in all the teams that would provide them with an introduction to the work of the new section. For instance, in SHED the Associate Editor and the Assistant Editor began working on corrections to bibliographic records in the LC local database and in the OCLC database.

PreMARC/Quality Control and File Management Team (QCFM). In FY 2008 the team corrected 23,432 bibliographic records. The team normally corrects bibliographic records resulting from new or changed subject headings. However, continuing to expand their skills in anticipation of the October 1, 2008 reorganization, the team also participated in creating new bibliographic records for a project to catalog historical dissertations in the sciences. Working overtime hours, the team created 775 new bibliographic records for these rare materials.

Team members Cassandra Harris, Jacqueline Jenkins, Marian Johnson, and Vondell Johnson continued to update preliminary online bibliographic records created by members of the Baseline Inventory Project (BIP), who transcribe catalog cards with unverified 1xx, 6xx, and 7xx access points. Consequently, when input, the access points must have the legend "[from old catalog]" added to them. As part of the updating process, the team members searched the access points, and whenever appropriate removed the legend from those fields, confirming that the access point is valid. They

also marked the records for distribution by CDS if at all possible. Approximately 2,300 BIP records were updated this fiscal year.

Cassandra Harris corrected over 2,400 records in the OCLC database one at a time. These records needed updating either as the result of new subject authority work or of clean-up work identified by members of the Database Improvement Unit, who are encouraged to be pro-active in that respect. She also corrected 613 records reported as errors from a variety of sources inside and outside LC.

As another effort to make members of SHED, CLED, PreMARC/QCFM, and DBIU capable of doing a greater diversity of tasks, PreMARC team members Demaris Thompson, Vondell Johnson, and Jacqueline Jenkins assisted SHED in its activities. Demaris prepared updated copies of the tentative weekly lists, adding changes made at the weekly editorial meetings, and then made corresponding online corrections to the authority records in the LCSH master file. Vondell and Jacqueline assisted in the preparation of the tentative weekly subjects list by making editorial changes.

The team fondly remember colleague Vondell Johnson, who passed away in June. Vondell had worked her entire 30-year career helping to maintain the quality of the LC catalog by creating and updating bibliographic records. We miss her greatly.

Database Improvement Unit (DBIU). The content of the records in the Library of Congress bibliographic database is maintained principally by CPSO. In order to assure that the content is suitably conveyed in the MARC 21 format, staff from CPSO also participate in the design of the MARC 21 formats, though the formats themselves are managed outside CPSO. The *Library of Congress Classification* (LCC) database, which is managed by software called Minaret, is the official source for LCC. Minaret's technical aspects are managed collaboratively by CPSO and CDS; its content is managed by CPSO.

The DBIU team corrected an impressive 45% more bibliographic records this year than last. In addition, 1,800 records were corrected in OCLC's WorldCat database. This year's work brings the total number of bibliographic records corrected by DBIU since its inception in August 2004 to over 2.2 million.

Another of the DBIU staff, Lucas Graves reviewed validation records created by a member of the PreMARC team, created full-level bibliographic records for the Thomas Leiper Kane collection in the custody of the Hebraic Section, AMED, and assumed responsibility for maintenance of the *MARC Code List for Languages* (historically prepared by CPSO for publication by CDS). He also created macros that were of great assistance to other teams and corrected almost 250,000 bibliographic records using BatchCat and single-record-correction procedures.

Staff

Significant changes this year included the retirement of two subject policy specialists, Lynn El-Hoshy and Milicent Wewerka. As experts of long standing, their contributions to the work of CPSO, including Lynn's preparation and teaching of courses in LCSH and its application, were outstanding. At the same time, CPSO was most fortunate in being able to hire two new subject policy specialists, Elizabeth Dechman and Janis Young. We were thus able to continue our work and fulfill our responsibilities to the Library with little interruption.

CPSO received approval to hire one assistant editor each for the Classification and Subject Heading Editorial teams. CPSO revised the existing position descriptions for these positions for posting next year. Owing to budgetary restrictions filling the vacancies will be limited to Library Services staff.

All staff changes this year:

Appointments. Elizabeth Dechman (Policy Team), Janis Young (Policy Team)
Retirements. Lynn El-Hoshy (Policy Team), Milicent Wewerka (Policy Team)
Death. Vondell Johnson (DBIU/QCFM Team)
Length-of-service awards. Jolande Goldberg (40 years), Judith Kuhagen (35 years), Allis Robinson (35 years), Ronald Goudreau (30 years)
Details to CPSO. Elizabeth Dechman (Policy Team), Michi Hoban (DBIU), Valerie Mwalilino (Policy Team), William Robboy (Policy Team), Robert Spaulding (DBIU), Rebecca Williams (Management Team)
Details by CPSO staff to other divisions. Paul Sayers (Veterans History Project)
Other staff assignments. Barbara Tillett (continued the additional assignment as acting chief, Cataloging Distribution Service through June 30, 2008)

APPENDIX I
PRINT AND ELECTRONIC PUBLICATIONS
FY 2008

As of December 2005, the publication schedules of CPSO publications reproduced in *Catalogers Desktop* are coordinated with the quarterly updates to the *Desktop*.

> *Cataloging Service Bulletin.* Quarterly
> > no. 117, Fall 2007
> > no. 118, Winter 2007
> > no. 119, Spring 2008
> > no. 120, Summer 2008
>
> *Classification and Shelflisting Manual*
> > 2008 Edition
>
> *Descriptive Cataloging Manual*
> > Revisions Z1
> > > Appendix I: Headings for Ambiguous Entities
> >
> > *2007 Update, Number 4* (November)
> > *2008 Update, Number 1* (February)
> > *2008 Update, Number 2* (May)
> > *2008 Update, Number 3* (August)
>
> *Free-Floating Subdivisons: an Alphabetical index.* 20th ed. annual
>
> *LC Cataloging Newsline.* Frequency varies
>
> *Library of Congress Classification*, new editions
> > *Subclass B-BJ*
> > *Subclass BL-BQ*
> > *Subclass BR-BX*
> > *Subclass D-DR*
> > *Subclass DS-DX*
> > *Class G*
> > *Subclass KCZ*
> > *Subclass KE*
> > *Sublass KG-KH*
> > *Subclass KJ-KKZ*
> > *Subclass KZ*
> > *Class R*
> > *Class S*
>
> LC Classification; Weekly Lists (Tentative; Approved)
> LC Subject Headings; Weekly Lists (Tentative; Approved)
>
> *Library of Congress Rule Interpretations, 2nd ed., 1989*
> > Additions and revisions in whole or in part
> > *2007, Update No. 4* (November)

1.0E	12.3C4
1.7B21	12.3D1
2.7B17	12.3E
2.12-2.18	12.3E1
6.7B18	12.3G1
12.1D	12.4C
12.1E	12.7B7.1
12.1F	12.7B10
12.3	21.14
12.3B1	21.29F
12.3C1	25.3C

25.5B   B5
25.34B-25.34C   C.2B1
26.1

2008, Update No. 1-2 (May)
26
26.1
26.2
MARC Code List for Languages, 2007 edition
Subject Cataloging Manual: Subject Headings
2008 Update (February)
2007 Update No. 2 (August)

Appendix II
STATISTICS
FY 2008

CATEGORY	DETAILS	TOTAL
Authority records		
Names created		313,546
Subjects created		33,900
Standard	9,500	
155 genre/form terms	400	
Validation records	24,000	
Subjects modified		7,300
Bibliographic file maintenance/inventory		
Baseline Inventory Project Holdings/Item records added/altered		2,300
Bibliographic records updated		594,559
Database Improvement Unit (DBIU)		486,000
Records corrected since DBIU began, Aug. 2004		2,200,000+
PreMARC/Quality Control and File Maintenance Team	23,432	
All others (technicians, policy specialists)	85,127	
Books relabeled (some holdings/item records also modified)		8,500
Error reports received		597
Internal	188	
External	409	
Ft. Meade		
Copy 2's, unassessed encoding level 3, sent		53
Holdings records annotated		417
LCCN duplicates reconciled		307
Replacement copies added to the general collections		40
Volumes de-assigned from reference collections		80
Cataloging and cataloging review for other divisions		
Arts and Sciences Cataloging Division		

CATEGORY	DETAILS	TOTAL
Books cataloged, encoding level 7 copy cat.	6	
Class numbers created or revised	2	
Name authority records created	1	
New subject headings created	9	
Law Library		
Titles recataloged	25	
Titles reclassified	117	
Serial Record Division bibliographic records reviewed	116	
Projects		
Historical dissertations in the sciences; records created		775
Grushnikov Collection items processed		22,283
Classification records created or modified		3,887
Schedule records		3,236
Table records		651
Correspondence		
Incoming (CPSO email account messages)		10,757
Weekly average	207	
Outgoing		9,684
Internal	3,391	
External	6,293	
Databases: Size as of Nov. 8, 2008 (MARC records)		
Bibliographic records		14,802,058
Authority records		7,561,345
LCSH master database	341,971	
Names	7,219,374	
Classification records		623,204
Schedule records	445,901	
Table records	177,303	

CATEGORY	DETAILS	TOTAL
Holdings records		16,434,745
Music 053 project (ML410-ML429)		
Name authorities to which 053s added		175
Other NARs created or updated		39
Bibliographic records updated		151
Phone queries		542
Internal	499	
External	43	
Visitors		241
Internal	225	
External	16	

SERVICE TO THE LIBRARY AND TO THE PROFESSION BY CPSO STAFF

Professional Organizations, Groups, etc.

American Association of Law Libraries
- Technical Services Interest Section Cataloging & Classification Standing Committee (CPSO liaison)
- Foreign, Comparative, and International Law Special Interest Section

American Library Association
- Committee on Cataloging: Description and Access (LC representative)
- RDA Implementation Taskforce (LC representative)
- Reforma (CPSO liaison)
- Subject Access Committee (LC liaison)
  - Genre/Form Implementation Subcommittee
  - Subcommittee on Library of Congress Training Materials
  - SWOT Subcommittee

American Society of International Law
- Rights of Indigenous Peoples Interest Group (co-chair)

Cataloger's Learning Workshop (Universidad Nacional Autónoma de México, presenter)

COGNA and U.S. Board on Geographic Names, Domestic Names Committee (LC representative)

CONSER/BIBCO Operations Group (member; LC reports)

Descriptive Cataloging of Rare Materials (Serials) (editorial reviewer)

Digital Natives Seminar (LC representative)

IME ICC (IFLA Meeting of Experts on an International Cataloguing Code)
- *International Cataloguing Principles* (chair, worldwide review; editors)
- Planning Committee for meetings (chair; member)

International Association of Music Libraries, Archives, and Documentation Centres
- Annual published bibliography, "Recent Publications in Music" (compiler and editor)
- Constitution Committee (member)
- ISO Liaison

International Federation of Library Associations
- Cataloguing Section
  - Standing Committee (LC representative; past chair)
  - Cataloguing Section project to update *Names of Persons: National Usages for Entry in Catalogues* (coordinator)
  - ISBD Review Group (liaison)
- Working Group on the Use of Metadata Schemas
- Classification & Indexing Section
  - Standing Committee (LC representative; past secretary/treasurer)
- Division IV: Bibliographic Control (past chair)
- FRANAR (Functional Requirements and Numbering of Authority Records) Working Group (member)
- FRBR (Functional Requirements of Bibliographic Records) Review Group (member)
  - FRBR Working Group on Aggregates
- Satellite Conference 2008 (moderator; presenter)

Joint Steering Committee for Development of RDA (LC representative)

Law Library Microform-Digital Consortium (Advisory Council member)

Music Library Association
- Joint MLA/UMCP Committee on the MLA Archives (chair)
- Subject Access Subcommittee (LC liaison)

National Information Standards Organization Thesaurus Revision Advisory Group (revision of ANSI/NISO

Z39.19) (member)
OCLC
 FAST (Faceted Application of Subject Terminology) Project Team (member)
Program for Cooperative Cataloging
 BIBCO Operations Committee (CPSO liaison)
 CONSER Operations Committee (CPSO liaison)
 Policy Committee (CPSO liaison)
 Standing Committee on Standards (LC representative)
 Standing Committee on Training (CPSO liaison)
 Task Group on the Internationalization of Authority Files (co-chair)
 Task Group on Review of LCRIs and RDA (chair)
Seminar on Acquisitions of Latin American Library Materials
 Subcommittee on Cataloging and Bibliographic Technology (chair)
United States Board on Geographic Names
 Domestic Names Committee (past chair, member)
Virtual International Authority File Project (LC representative/leader)
World Digital Library Project (CPSO liaison)

Conferences and Other Events at which Staff Members Gave Formal Presentations as Instructors, Speakers, or Panelists

ALCTS/PCC Fundamentals of Series Authorities Workshop
American Association of Law Libraries (speaker: LCSH and genre/form terms; future of subject cataloging)
American Library Association
 CC:DA (presenter: LC report)
 CCS Forum (Virtual International Authority File; non-Latin script references)
 SAC (presenter: LC report)
Associazione italiana biblioteche & Fondazione Collegio San Carlo di Modena (*Il catalogo oggi* seminar keynote speaker)
Biblioteca Nacional de la República Argentina (two half-day workshops: AACR2 ch.'s 22-26/MARC 21 Format for Authorities; FRBR)
Biblioteca Nacional de la República Dominicana (3-day workshop: MARC 21)
Coalition for Networked Information (as IFLA representatives on *Functional Requirements for Authority Data*; name authorities per IFLA's Cataloguing Section)
III Encuentro Internacional de Catalogadores (keynote speaker: FRBR and FRAD; speaker: ALA's RDA Implementation Task Force; video seminar)
IFLA
 Publications Committee (presentation: publication of IME ICC5)
 Satellite Conference 2008 (moderator, speaker: RDA)
LC's Digital Future and You! (presentations, Webcasts: RDA and IFLA cataloguing principles)
Lectio Magistralis (inaugural distinguished lecturer in series sponsored by the Università degli studi di Firenze: The Bibliographic Universe)
Music Library Association (presenter: LCSH form/genre headings for music project)
 Atlantic Chapter (presenter, update: as above)
National Library of Mexico (presenter, 1-day workshop: NACO)
Online Audio-Visual Catalogers (presentation: genre/form project at LC)
PCC CONSER/BIBCO Operations Group (presentation: non-Latin scripts in authority records)
Program for Cooperative Cataloging
 SACO (presenter "at large" meeting: LC report)
Royal Library of Sweden (presenter, 1-day workshop: uniform titles)

Swedish Library Association Cataloguing Committee (presenter, 1/2-day workshop: RDA)
Université de Montréal student visitors (presenters: Acquisitions and Bibliographic Access Directorate
        organization, *RDA*, non-Latin data in authority records, and recent issues in subject cataloging)

Appointments to Library of Congress Committees and Other Groups

ABA reorganization
        Acquisitions Issues Resolution Group
        Space and Move Implementation Team
        Training and Documentation Implementation Team
Cataloging Distribution Service (customer survey on MARC-8 character set)
Internet Operations Group
        Task Force on Webcast Workflows
        Task Group on a Request for Comment (in collaboration with the Office of Strategic Initiatives;
                front end search engine for LC enterprise-wide systems)
LS/OSI/Librarian's Office Project Team to engage the Web 2.0 community
MARC Review Group
Music Cataloging Advisory Group (chair)
Pilot Project for an XML datastore (outgrowth of a Library Services strategic planning group)

The Bibliographic Universe and the New IFLA Cataloging Principles = L'universo bibliografico e i nuovi principi di catalogazione dell'IFLA, Barbara B. Tillett. Firenze: Casalini Libri, 2008. (Lectio Magistralis in Biblioteconomia, Università degli studi di Firenze, 14 marzo 2008) 34 p. (In English and Italian)

"FRBR and RDA: Resource Description and Access," Barbara B. Tillett. In: Taylor, Arlene. *Understanding FRBR*. Westport, Conn.: Libraries Unlimited, 2007, p. 87-95. Update posted to: http://lu.com/FRBR/ on 29 Feb. 2008.

IFLA Cataloguing Principles: Steps towards an International Cataloguing Code, 5. Report from the 5th Meeting of Experts on an International Cataloguing Code, Pretoria, South Africa, 2007, edited by Barbara B. Tillett, Tienie de Klerk, Hester van der Walt, and Ana Lupe Cristán. München: Saur, 2008. 524 p. (IFLA Series on Bibliographic Control; vol. 35) ISBN 978-3-598-24283-0. (In English, French, and Portuguese)

"IME ICC5, Pretoria, South Africa, August 14-15, 2007: Report," Barbara B. Tillett. *International Cataloguing and Bibliographic Control*, v. 37, no. 1 (January/March 2008), p. 18.

"RDA: Descripción y Acceso a los Recursos: un código de catalogación para el futuro (e iniciativas de IFLA relacionadas: FRBR, FRAD, IME ICC)," Barbara B. Tillett. In: Encuentro Internacional de Catalogadores (3rd 2007: Buenos Aires, Argentina). *III Encuentro de Catalogadores: tendencias actuales en la información*. Buenos Aires: Biblioteca nacional, 2008, p. 21-62.

"RDA (Resource Description and Access): lo sviluppo di un nuovo codice di catalogazione internazionale," Barbara B. Tillett. *Bibliotime*, v. XI, no. 1 (2008) (11 p.) Available at: http://didattica.spbo.unibo.it/bibliotime/num-xi-1/tillett.htm

"Report on the Fifth IFLA Meeting of Experts on an International Cataloguing Code, Pretoria, South Africa, August 14-15, 2007," Barbara B. Tillett. *Cataloging & Classification Quarterly*, v.46, no. 3 (2008), p. 335-336.

"Recent Publications in Music," compiled and edited by Geraldine E. Ostrove. *Fontes artis musicae,* v. 54/4 (October-December 2007), p. 613-758.

"A Review of the Feasibility of an International Standard Authority Data Number (ISADN)," prepared for the IFLA Working Group on Functional Requirements and Numbering of Authority Records, by Barbara B. Tillett, edited by Glenn E. Patton. Approved by the Standing Committee of the IFLA Cataloguing Section, 1 July 2008. Available at: http://www.ifla.org/VII/d4/franar-numbering-paper.pdf (An earlier version of this discussion paper was previously published as Tillett, Barbara B. "Numbers to Identify Entities (ISADNs–International Standard Authority Data Numbers)" *Cataloging & Classification Quarterly*, v. 44, no. 3/4 (2007), p. 343-361. The text is used with the kind permission of the publisher, Haworth Press.)